

# Password Reset

Follow the steps below to reset your password through the ITIM Self-Service website.

1. Access the ITIM Self-Service website at <https://reg.fms.treas.gov/itim/self>.

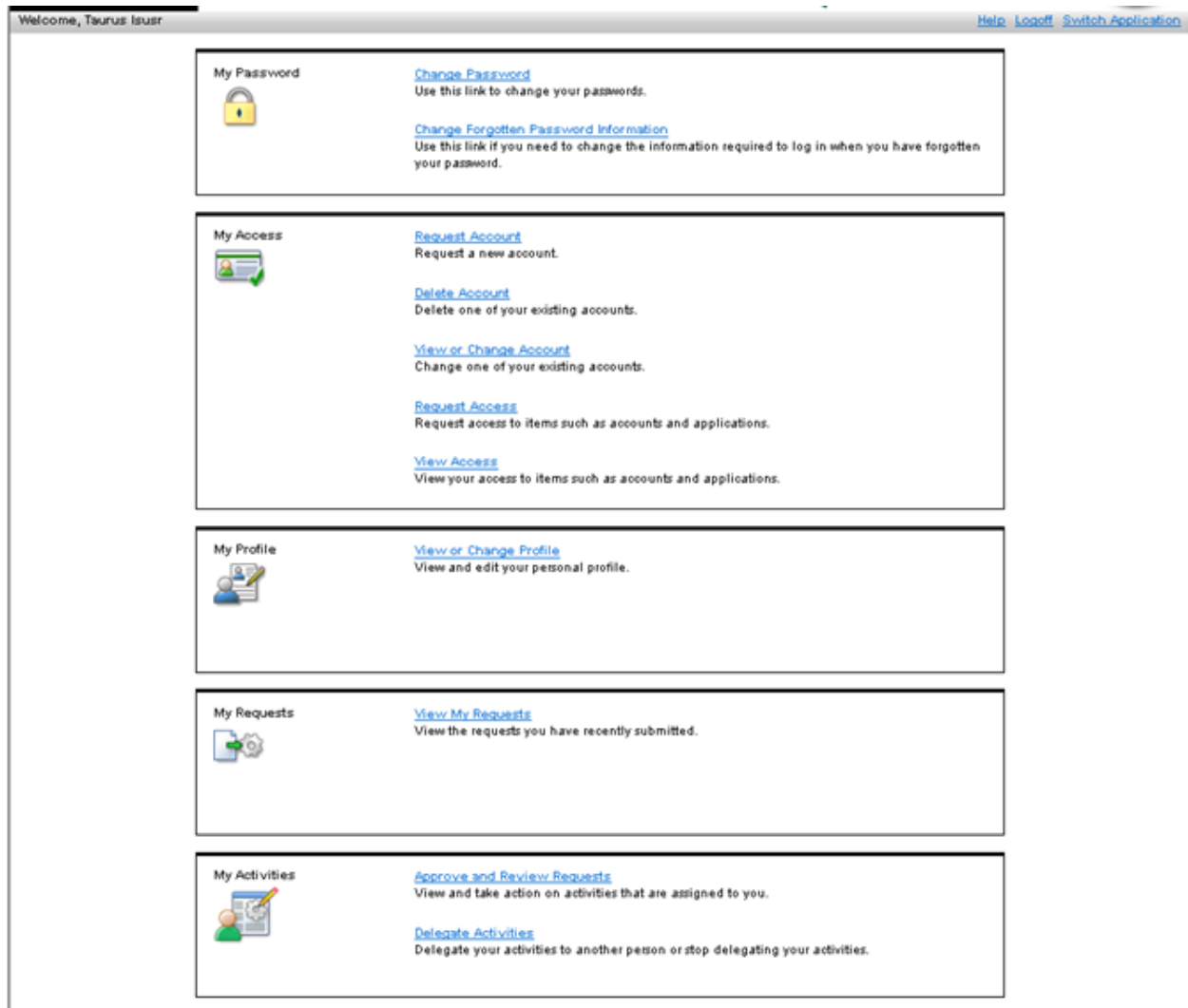
The screenshot shows the FMS Enterprise Single Sign On login page. At the top, there is a header with the FMS logo and links for "Change Password", "Forgot your Password?", "Forgot your User ID?", and "Register". Below the header, there is a navigation bar with the text "Log In To: https://ireg-dfd.fms.treas.gov/itim/self". The main content area is titled "Select an authentication method and enter your credentials". On the left, there is a sidebar with three options: "SSO User ID and Password", "SecurID Token", and "PKI Certificate". The "SSO User ID and Password" option is selected. The main area contains the text "To log in using your FMS Single Sign On User ID and Password, please enter your User ID and Password." and two input fields: "User ID:" and "Password:". Below the input fields are "Log In" and "Reset" buttons. At the bottom, there are links for "Forgot your User Id?" and "Forgot your Password?".

2. Enter your user ID and password, and then click **Log In**.

The screenshot shows the FMS Enterprise Single Sign On login page with the user ID and password entered. The "Log In To: https://ireg-pps.fms.treas.gov/itim/self" link is visible in the navigation bar. The "SSO User ID and Password" option is selected in the sidebar. The "User ID:" field contains the text "tiusur09" and the "Password:" field contains a series of dots. The "Log In" and "Reset" buttons are visible. Below the input fields, there are links for "Forgot your User Id?" and "Forgot your Password?". At the bottom of the page, there is a "WARNING" message: "You have accessed a United States Government computer. Unauthorized use of this computer is a violation of federal law and may subject you to civil and criminal penalties. This computer and the automated systems, which run on it, are monitored. Individuals are not guaranteed privacy while using government computers and should, therefore, not expect it. Communications made using this system may be disclosed as allowed by federal law." At the very bottom, there are links for "Accessibility", "Contacts", and "Privacy Policy", and the text "U. S. Department of the Treasury - Financial Management Service".

# Password Reset

3. The Self-Service home page will load.
4. Click **Change Password** link in the My Password section.



# Password Reset

5. When the **Change Password** page loads, expand option **1** by clicking on the **arrow**.

Welcome, Taurus Isusr [Help](#) [Logoff](#) [Switch Application](#)

[Home](#) > Change password

## Change Password

Select the accounts to be affected by the password change, then review the criteria for the new password, then specify a new password in the fields below and click OK to change your password. Click the Cancel button to cancel without changing your password.

▶ **1. Select my accounts that will be affected by this password change.**

▶ **2. Review the criteria for my new password:**

**3. Change my password**

New password:

New password (confirm):

6. Check the box next to **Single Sign On (FSLDAP)** in the **Account Type** column.

Welcome, Taurus Isusr [Help](#) [Logoff](#) [Switch Application](#)

[Home](#) > Change password

## Change Password

Select the accounts to be affected by the password change, then review the criteria for the new password, then specify a new password in the fields below and click OK to change your password. Click the Cancel button to cancel without changing your password.

▼ **1. Select my accounts that will be affected by this password change.**

<input type="checkbox"/> Select All	Account Type	User ID	Description
<input type="checkbox"/>	Single Sign On (FSLDAP)	tisusr09	This Single Sign On (FSLDAP) account(user ID) will enable you to log into The Bureau of Fiscal Service's applications.

Page 1 of 1   Total: 1   Displayed: 1   Selected: 0

▶ **2. Review the criteria for my new password:**

**3. Change my password**

New password:

New password (confirm):

# Password Reset

7. Expand option 2 to see the criteria for the new password.

**Note:** If the Single Sign On account is not selected, the criteria for the password will not show when option 2 is expanded.

Welcome, Taurus Isusr

[Home](#) > Change password

## Change Password

Select the accounts to be affected by the password change, then review the criteria for the new password, then spec to change your password. Click the Cancel button to cancel without changing your password.

### 1. Select my accounts that will be affected by this password change.

<input checked="" type="checkbox"/> Select All	Account Type 	User ID	Description
<input checked="" type="checkbox"/>	Single Sign On (FSLDAP)	tisusr09	This Single Sign On (FSLDAP) account (user ID) will enable you to log into The Bureau of Fiscal Service's applications.
Page 1 of 1    Total: 1    Displayed: 1    Selected: 1			

### 2. Review the criteria for my new password:

- Must not repeat any of your last ten passwords True
- Must not contain more than 12 characters True
- Must contain at least one special character from this set: !@#\$%^&\*()\_+= True
- Must be at least 8 characters long True
- Must contain at least 6 unique characters True
- Must not have been your password during the last ten days True
- Must contain at least one uppercase letter True
- Must contain at least one lowercase letter True
- Must not repeat any character more than 2 times sequentially True
- Must not be shared or displayed in plain views True
- Must not be a word in a language, slang, dialect, or jargon True
- Must contain at least one numeric character True
- Must not be related to personal identity, history, environment or other personal associations True

### 3. Change my password

New password:

New password (confirm):

OK

Cancel

# Password Reset

8. Enter the new password in the **New password** field, confirm the password in the **New password (confirm)** field, and then click **OK**.

Welcome, Taurus Isusr

[Home](#) > Change password

## Change Password

Select the accounts to be affected by the password change, then review the criteria for the new password, then select the new password to change your password. Click the Cancel button to cancel without changing your password.

### 1. Select my accounts that will be affected by this password change.

<input checked="" type="checkbox"/> Select All	Account Type ▲	User ID	Description
<input checked="" type="checkbox"/>	Single Sign On (FSLDAP)	tisusr09	This Single Sign On (FSLDAP) account (user ID) will enable you to log into The Bureau of Fiscal Service's applications.
Page 1 of 1    Total: 1    Displayed: 1    Selected: 1			

### 2. Review the criteria for my new password:

- Must not repeat any of your last ten passwords True
- Must not contain more than 12 characters True
- Must contain at least one special character from this set: !@#\$%^&\*()\_+~= True
- Must be at least 8 characters long True
- Must contain at least 6 unique characters True
- Must not have been your password during the last ten days True
- Must contain at least one uppercase letter True
- Must contain at least one lowercase letter True
- Must not repeat any character more than 2 times sequentially True
- Must not be shared or displayed in plain views True
- Must not be a word in a language, slang, dialect, or jargon True
- Must contain at least one numeric character True
- Must not be related to personal identity, history, environment or other personal associations True

### 3. Change my password

New password:

New password (confirm):

# Password Reset

9. When the [Request Submitted](#) page loads, click **View My Requests** under the Related Tasks section to view the status of your request.

Welcome, Taurus Isusr

[Home](#) > Change password > Request submitted

## Request Submitted: Change Password

You have submitted a request. Below is the information available to you at this time.

### Request Detail

Request ID: 5199498558885508725  
Date Submitted: December 6, 2013 7:45:56 AM  
Request Type: Account Password Change  
Access/Account: tisusr09 on Single Sign On (FSLDAP)

### Related Tasks

- To check on the status of your request, refer to the [View My Requests](#) page.
- To perform other tasks go to the [Tivoli Identity Manager Home](#) page.

10. When the [View My Requests](#) page loads, the status for the Account Password Change should show as **Success**.

This password will now be used to access any application for which you use this User ID.

Welcome, Taurus Isusr

[Home](#) > View my requests

## View My Requests

Click the request type to view its information.

View: Show last 31 days Go

Request Type	Date Submitted	Status	Account/Access
<a href="#">Account Password Change</a>	December 6, 2013 7:45:55 AM	Success	tisusr09 on Single Sign On (FSLDAP)
<a href="#">Account Change</a>	December 5, 2013 2:32:46 PM	In Process	tisusr09 on CARS
<a href="#">Account Add</a>	December 5, 2013 1:27:53 PM	Success	tisusr09 on CARS

Page 1 of 1    Total: 3    Displayed: 3

[Go to Home Page](#)